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## **Employee Post-Travel Disclosure of Travel Expenses**

Date/Time Stamp:

Post-Travel Filing Instructions: Complete this form within 30 days of returning from 1 NOV -9 PM 3: 07.

travel. Submit all form	is to the Office of Pub	olic Records in 232 Har	t Building. 28	
In compliance with Rube reimbursed/paid for	` ' ' ' '	_	sures with respect to	travel expenses that have been or wi
☐ A <u>copy</u> of the <i>Priva</i> Private Sponsor(s) (list	Global Wome all):  g family member (if a	rization (Form RE-1), Artification Form with all n's Innovation Networks 7 - Wednesday, Octons):  Child	attachments (itinerar ork (GlobalWIN)	y, invitee list, etc.)
	OSTS IN EMPLOYEE	EASE DUE TO THE ACC EXPENSES. (Attach addit		SE OR DEPENDENT CHILD, ONLY y.)
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☑ Good Faith Estimate ☐ Actual Amount	\$800	\$410	\$185	
Expenses for Accomp	anying Spouse or De	pendent Child (if applic	able):	
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate				
☐ Actual Amount				
necessary.): Attended ev	ery event on the agenda to	discuss relevant issues in the	technology industry and le	Attach additional pages if sam from women leaders in the field about tregulation, STEM opportunities, etc.
1/9/2017 (Date)	MStat (Printed r	ame of traveler)		(Signature of traveler)
TO BE COMPLETED	BY SUPERVISING	MEMBER/OFFICER:		
I have made a determir	nation that the expense	es set out above in conne	ections with travel des	scribed in the Employee Pre-Travel

Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

(Signature of Supervising Senator/Officer)

### PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1.	Sponsor(s) of the trip (please list all sponsors):
••	Global Women's Innovation Network (GlobalWIN)
2.	Description of the trip: As a part of annual programming, GlobalWIN will bring Senate Staffers to Seattle
	for ~2 days of substantive events around trade, telecoms, innovation & leadership. (see attached)
3.	Dates of travel: Monday, October 9, 2017 – Wednesday, October 11, 2017
4.	Place of travel: Seattle, Washington
5.	Name and title of Scnatc invitces: see attached.
6.	I certify that the trip fits one of the following categories:
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
7.	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8.	I certify that:
C:	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B)
	I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a
	foreign principal, one of the following scenarios applies:  (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one
	overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member
	officer, or employee on any segment of the trip.
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two
	overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the
	Member, officer, or employee on any segment of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3)
	of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B)
10.	If the trip includes two overnight stays, please explain why the second night is practically required for
	Senate invitees to participate in the travel:
	N/A
	••
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11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	GlobalWIN is organizing and financially supporting all aspects of this trip, including travel logistics,
	meetings, and panel discussions.
	•
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
	GlobalWIN is a bipartisan 501c3 organization that provides a forum for women who are passionate about
	innovation. Programming on this trip will combine all tiers of GlobalWIN programming by addressing policy
	issues, fostering bipartisanship, and bringing visibility to women in innovation-drive fields. (see attached.)
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	In June 2016, GlobalWIN hosted a Senate Staff Trip to NYC. GlobalWIN also has a record of successful
	Congressional Delegation trips with staff from the House including: Paris 2012, London 2013, Brussels
	2014, Dublin 2015, NYC 2016 and London May 2017. (all in accordance with Ethics Committee rules)

15.	Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):				
	GłobalWIN is a DC-based nonprofit organization that hosts 1-3 free events per month focused on career				
	development, networking, and policy discussions. The events range in scale from 20 attendees to 100+.				
	GlobalWIN features Members of Congress, policy advisors, industry experts and female leaders.				
16.	Total Expenses for Each Participant:				

1	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
Good Faith estimate  Actual Amounts	\$425 RT Alaska Air Flight (coach class) + \$375 Ground Bus Transportation = \$800	\$205/night x 2 nights = \$410 (pre tax/fees)	*At per diem rate. Includes \$55.50 for first and last day of travel + \$74	N/A

State whether a) the trip involves an event that is arranged or organized without regard to congressional participation or b) the trip involves an event that is arranged or organized specifically with regard to congressional participation:

B) GlobalWIN's Senate Staff Delegation Trip is planned specifically with regard to Congressional participation in the form of Senate Staff from Republican and Democratic offices.

18. Reason for selecting the location of the event or trip

As a U.S. hub for tech, trade, and commerce, with direct flights available from Washington, DC, Seattle was chosen as the location of this trip to discuss all things related to innovation and feature women leaders

19. Name and location of hotel or other lodging facility:

Thompson Seattle
110 Stewart Street, Seattle, WA 98101

20. Reason(s) for selecting hotel or other lodging facility:

The Thompson Seattle was chosen due to its availability, group rate, and proximity to event locations.

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:			
	Daily expenses for meals are equal to per diem rates. Lodging expenses slightly exceed the October 2017			
	per diem rate because the hotel contract was planned and signed in May 2017, prior to the posting of the			
	October 2017 rate. The rate used does align with the October 2016 and September 2017 per diem rates.			
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:			
	For efficiency and maximum time in Seattle for programming, the GlobalWIN Senate Staff Delegation			
	will take direct flights on Alaska Air in economy/coach class			
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).			
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:			
	N/A 			
25.	I hereby certify that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):  Signature of Travel Sponsor:			
	Name and Title: Helen Milby, Co-Founder & Executive Director			
	Name of Organization: Global Women's Innovation Network (GlobalWIN)			
	Address: 233 Pennsylvania Ave, SE 2nd Floor, Washington, DC 2003			
	Telephone Number: 202.548.0021			
	Fax Number:			
	E-mail Address: helen@helenmilby.com			

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# GlobalWIN Seattle Senate Staff Delegation Trip October 9-11, 2017

### **Itinerary\***

### Monday, October 9

8:00 AM EST Depart on Alaska Airlines Flight 1

11:05 AM PST Arrive at Seattle-Tacoma International Airport

17801 International Blvd, Seattle, WA

11:15 AM Board Ground Bus Transportation

30 minute DRIVE

12:00 PM - 1:45 PM Tour & Presentation on Advancements in Virtual Reality

Oculus, 1531 Utah Ave S, Seattle, WA

To stay on the leading edge of technological innovation, the world's tech giants, including Facebook, are constantly expanding their operations and trying to tap into new revenue streams, such as virtual reality. During a visit to Oculus, acquired by Facebook in 2014, the delegation will see the latest in virtual reality advancements.

20 minute DRIVE

~2:00 PM—3:00 PM Hotel Check-In

Thompson Seattle, 110 Stewart St, Seattle, WA

3:45 PM - 5:00 PM Welcome Reception & GlobalWIN Introduction by CoFounder Helen Milby

Thompson Seattle, 110 Stewart St, Seattle, WA

GlobalWIN will kick-off the trip with a Welcome Reception. GlobalWIN's Co-Founder and Executive Director will welcome our Senate Staff Delegation and summarize the schedule in Seattle. Additional details and logisitics will be provided by GlobalWIN Senior Director Sarah Mamula.

5:00 PM Depart on for Evening Programming

45-60 minute DRIVE

6:00 PM - 8:00 PM Innovation and Trade Dinner ft. Lori Punke, President of Washington Council on

International Trade
Seattle Location TBA

International trade touches every corner of Washington State. Walla Walla wines are exported to Japan while Seattle retailers source clothes and shoes from Vietnam; Redmond software is used in France, Spokane lentils are eaten in India, and Everett-assembled airplanes fly around the world. In fact, 40% of Washington jobs are tied to international trade! President of the WCIT, Lori Otto Punke, will join

<sup>\*</sup> Schedule subject to change.

GlobalWIN for a conversation on trade. Lori leads advocacy efforts to increase Washington's international competitiveness and oversees the management and growth of WCIT. She is also the founder and principal of LOP Strategies. Lori previously held a variety of senior public affairs positions at Starbucks Coffee Company and Microsoft Corporation, and has served as a senior policy advisor to U.S. Senate leadership. Lori earned her B.A. from George Washington University and studied international relations and political science in London and Madrid.

45-60 minute DRIVE

8:45 PM Return to Thompson Seattle Overnight

Thompson Seattle, 110 Stewart St, Seattle, WA

**Tuesday, October 10** 

7:45 AM—8:45 AM Breakfast at Hotel

Thompson Seattle, 110 Stewart St, Seattle, WA

8:50 AM Depart Hotel for Programming

30-40 minute DRIVE

9:30 AM—11:00 AM Lab Tour of Intellectual Ventures

Intellectual Ventures, 3150 139th Ave SE, Bellevue, WA

Intellectual Ventures has 87,000 square feet of workspace that includes dedicated photonics, nanotechnology, electronics, environmental testing, metallurgical analysis, physics, chemistry and biology labs, as well as a state-of-the-art instrument shop and mosquito insectary. Intellectual Ventures Laboratory discovers, invents, and develops advanced technology solutions in a wide variety of fields. They focus on the very beginning stages of invention, validating a concept and refining the technology to demonstrate its potential for commercial or humanitarian use.

5 minute DRIVE

# 11:15 AM—12:45 PM Tour & Meeting at T-Mobile Innovation Lab 3625 132nd Ave SE, Bellevue, WA

During this event, GlobalWIN will get a glimpse of T-Mobile's newly-opened Innovation Lab, where the company is hosting 5G trials and doing more device testing. Potential issues of discussion include 5G, Internet of Things, Spectrum and phone optimization.

Commute TBA

# 1:15 PM—2:45 PM The Future of Work Presentation ft. LinkedIn Location TBA

What does the future of work look like in a digital age? And what can be done to ensure that this new digital economy benefits everyone? Looking at data gathered and published on a monthly basis by LinkedIn, the event will include insights into hiring, skills gaps, and migration trends across the United States.

Commute TBA

3:30 PM—5:00 PM Innovation Panel Discussion ft. Women Leaders from Amazon Amazon Offices, Bldg TBA, 410 Terry Ave N, Seattle, WA

Listed as Fast Company's 'Most Innovative Company of 2017,' our delegation will have the opportunity to meet with top women leaders at Amazon for a discussion on innovation and female leadership at Amazon.

30 minute DRIVE

5:30 PM—7:30 PM Role of Women & Innovation in Craft Brewing ft. Heather McClung, President of

Washington Brewers Guild\*

Schooner EXACT Brewing Company 3901 1st Ave S, Seattle, WA

\*In accordance with Committee regulations, no alcohol will be provided to Senate

participants during this event

In 2014, a Stanford University study found that out of 1,700 active breweries surveyed, only 4% had a female head brewer or brewmaster. However, women have long held influential roles in all aspects of beer making. They were the principal brewers for centuries and, were responsible for introducing hops to the malty brew. Today, with the Northwest craft beer renaissance, more and more women are taking the lead at local breweries as brewers, bottlers, sales people and owners. Through this event, we will highlight women's historic role in beer and discuss how women are shaping today's craft beer resurgence. For example, Seattle's Stoup Brewing co-owner, Robyn Schumacher, is an owner, brewer, taproom manager and, since passing the test in 2012, a certified cicerone — the first-ever female cicerone in Washington state. Here, we will feature Heather McClung, Owner/Manager of Schooner EXACT Brewing Company. Ms. McClung was previously President of the Washington Brewers Guild, where she represented the brewing communities, educating policy makers and fellow brewers on important industry issues.

15 minute DRIVE

8:00 PM Return to Thompson Seattle Overnight

Thompson Seattle, 110 Stewart St, Seattle, WA

Wednesday, October 11

8:00 AM—9:00 AM Breakfast at Hotel & Check-Out

Thompson Seattle, 110 Stewart St, Seattle, WA

15-25 minute DRIVE

9:30 AM—11:00 AM Innovation, Sustainability, and the Global Coffee Industry

Starbucks Corporate Office, 2401 Utah Ave S, Seattle, WA

The coffee sector is continually innovating. Recent innovations across the industry include new roasting and brewing techniques that led to cold brew and single serve coffees. Additionally, companies have increased consumer engagement through creative retail shops offering everything from hands-on technology to fully compostable cups. Innovation in coffee also includes researchers developing new varieties and improved practices, as well as small-scale farmers adopting those varieties and experimenting with new techniques on their farms. During this event, GlobalWIN and our official delegation will meet with Starbucks to learn more details about how the company has maintained its competitive advantage through innovation.

30-40 minute DRIVE

11:45 AM Arrive at Tacoma Intl Airport

1:35 PM Depart on Alaska Airlines Flight 2

9:41 PM EST Arrive in Washington, DC

DCA Ronald Reagan Washington National Airport

# PRIVATE SPONSOR TRAVEL CERTIFICATION FORM Attachment

- 2. As a part of its annual programming, GlobalWIN will host an educational trip to Seattle, Washington October 9-11, 2017. GlobalWIN will be bringing 10 Senate Staff Members from Republican and Democratic Offices to Seattle, Washington on Monday October 9th for approximately two days of intensive programming on an array of issues including trade, telecommunications, innovation and female leadership. Our stay Seattle will combine all tiers of GlobalWIN programming and provide participants the rare opportunity to grow professionally, while connecting with experts and leaders outside of Washington, DC.
- 5. GlobalWIN Delegation Invitees (in no particular order):
  - 1. Reema Dodin, Floor Director, Democratic Whip, Senator Richard Durbin
  - 2. Victoria Flood, Legislative Assistant, Office of Senator Shelley Moore Capito
  - 3. Meredith Good-Cohn, Health Research Assistant, HELP Committee
  - 4. Narda Jones, Legislative Counsel, Office of Senator Maria Cantwell
  - 5. Erika Moritsugu, General Counsel, Office of Senator Tammy Duckworth
  - 6. Cherie Pascoe, Professional Staff, Commerce, Science and Transportation Committee
  - 7. Sydney Paul, Legislative Counsel, Office of Senator Gary Peters
  - 8. Stacy Rich, Staff Director, Office of Senator Patty Murray
  - 9. Olivia Trusty, Professional Staff Member, Office of Senator Roger Wicker
  - 10. Crystal Tully, Commerce Subcommittee on Communications, Technology, Innovation and the Internet
  - 11. Beth Vrabel, Senior Health Counsel, Office of Senator Ron Wyden
  - 12. Elizabeth Falcone, Legislative Director, Office of Senator Mark Warner
  - 13. Greta Peisch, International Trade Counsel, Senate Finance Committee
  - 14. Jamie Susskind, Telecom Legislative Counsel, Office of Senator Deb Fischer
  - 15. Natalie Rogers, Deputy Chief of Staff, Office of Senator Cory Gardner
  - 16. Rita Lari, Judiciary Counsel, Office of Senator Chuck Grassley
  - 17. Scarlet Doyle, Legislative Assistant, Office of Senator Dean Heller
  - 18. Lauren Reamy, Legislative director, Office of Senator Marco Rubio
  - 19. Maria Price, Counsel, Office of Senator Kirsten Gillibrand
  - 20. Jennifer MacLellan, Deputy Chief of Staff, Office of Senator Jeanne Shaheen
  - 21. Emily Spain, Legislative Director, Office of Senator Tom Carper
  - 22. Lara Muldoon, Senior Economic Advisor, Office of Senator Amy Klobuchar
  - 23. Brooke Ericson, Deputy Chief Counsel for Homeland Security, Senate Committee on Homeland Security and Governmental Affairs
  - 24. Susie Quinn, Chief of Staff, Office of Senator Bill Nelson
  - 25. Simone Hall, Legislative Assistant, Senate Committee on Commerce, Science, & Transportation
  - 26. Manisha Singh, Chief Counsel & Senior Policy Advisor, Office of Senator Dan Sullivan
  - 27. Anna Yu, Legislative Assistant, Office of Senator Richard Blumenthal
  - 28. Laura Hatalsky, Legislative Director, Office of Senator Catherine Cortez Masto
  - 29. Susan Wheeler, Chief of Staff, Office of Senator Mike Crapo
  - 30. Lakecia Foster, Economic Policy Advisor, Office of Senator Richard Durbin
  - 31. Anne Knapke, Legislative Director, Office of Senator Amy Klobuchar
  - 32. Katie Jackson, Counsel, Senate Privacy, Technology & Law Subcommittee
  - 33. Robyn Engibous, Deputy Chief of Staff, Office of Senator Dan Sullivan
  - 34. Kathleen Stoughton, Counsel, Senate Committee on the Judiciary
- 12. GlobalWIN is organizing and financially supporting all aspects of this trip, including all travel logistics, meetings, speakers, and panel discussions throughout the hours of official programming. GlobalWIN is the sole organizing and financial sponsor of this trip, and will be covering all costs incurred by our delegation of Senate staffers.
- 13. Co-chaired by Congresswoman Martha Roby (R-AL) and Congresswoman Debbie Wasserman Schultz (D-FL), GlobalWIN is a bipartisan 501(c)(3) organization that provides a dynamic forum for women who are passionate about innovation. We have built and continue to expand this powerful network of executives and thought leaders in academia, government, and business, who

work in innovation-driven fields. GlobalWIN provides an important forum for female leaders to grow personally and professionally, while contributing to key policy debates.

GLOBALWIN PROGRAMMING: GlobalWIN highlights the important role of women in innovation through three programming silos:

- 1. Monthly Policy Events & Annual Innovation Luncheon: GlobalWIN features leaders in academia, government, and business, who have made significant contributions in STEM and related fields to educate our audience on policy issues associated with global innovation and strategies for addressing them.
- 2. Career Development: GlobalWIN provides opportunities and support for women, both entering into and advancing within innovation fields, through continuing educational opportunities and mentoring programs.
- 3. Educational Trips & Global Partnership Building: Through educational trips, GlobalWIN builds cooperative partnerships with like-minded organizations, such as the European Network for Women in Leadership, based in Paris, and the 30 Percent Club chapter in Dublin. GlobalWIN aims to foster global cooperation among women on the key issues related to innovation, technology, and economic growth.

GlobalWIN will touch on all three of its programming silos by hosting this trip to Seattle, WA. Our Delegation will discuss policy issues throughout the trip, connect with peers from across the aisle fostering an atmosphere of bipartisanship, cooperation and personal network-building. Additionally, this trip will build upon partnerships with GlobalWIN's Seattle network.

As previously stated, this trip aligns with GlobalWIN's mission to provide a vital forum for female leaders to grow personally and professionally, while contributing to key policy debates. The programming reflects the organization's commitment to celebrate and bring visibility to women working in innovation-related fields. GlobalWIN is travelling to Seattle to meet with female leaders in the public and private sector to discuss issues related to innovation including, virtual reality, women-led invention, the future of work, international trade, and Internet of Things/

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### EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler:	Ciystar Tuliy
Employing Office/Committee:	Committee on Commerce, Science & Transportation
Private Sponsor(s) (list all):	Vomen's Innovation Network (GlobalWIN)
Travel date(s): Monday, October 9,	, 2017 - Wednesday, October 11, 2017
Note: If you plan to extend the	trip for any reason you <u>must</u> notify the Committee.
Destination(s): Seattle, Washington	n 
Explain how this trip is specifically con	nnected to the traveler's official or representational duties:
next generation wireless, video and the agenda are directly related to my	ommunications, I work on policy issues related to the digital economy including media, spectrum, cybersecurity, and the Internet of Things. All events included on portfolio on the committee. Additionally, the conference offers me an opportunity clogy agenda with industry stakeholers and network with other women in
Name of accompanying family membe	· ·
Relationship to Employee: Spouse	Child
I certify that the information contained	in this form is true, complete and correct to the best of my knowledge:
(Date)	(Signature of Employee)
TO BE COMPLETED BY SUPERVISING Secretary for the Majority, Secretary for the	3 SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, e Minority, and Chaplain):
Senator John Thune	Crystal Tully
(Print Senator's/Officer's Nam	hereby authorize (Print Traveler's Name)
an employee under my direct supervision	on, to accept payment or reimbursement for necessary transportation, lodging, and
• •	described above. I have determined that this travel is in connection with his or her
duties as a Senate employee or an office	eholder, and will not create the appearance that he or she is using public office for
private gain.	
I have also determined that the attendar	nce of the employee's spouse or child is appropriate to assist in the representation
of the Senate. (signify "yes" by checking i	hox)
9-5-17	- John Thum
(Date)	(Signature of Supervising Senator/Officer)

Coystal Tulky